



State of Arizona  
Department of Education

Tom Horne  
Superintendent of  
Public Instruction

**MEMO**

**TO:** Arizona Adult Educators

**FROM:** Karen Liersch, Deputy Associate Superintendent, Adult Education Services

**DATE:** August 16, 2010

**SUBJECT:** **ARIZONA ADULT EDUCATION STANDARDS INITIATIVE FY2011** (2 pages)

More than 10 years ago, a team of Adult Educators began the long and significant process of transforming adult literacy education in Arizona. To date, more than 250 Arizona adult educators have served on Arizona Adult Education Standards Teams. Their work has become the gold standard for the entire nation, and it serves as the cornerstone for quality teaching, quality learning and quality lives for adult learners throughout Arizona.

This year's Standards Initiative will increase the capacity of Arizona Adult Education Services to meet the rigor and requirements of civic life, post secondary education and the workplace in the 21<sup>st</sup> Century. The charge to each of this year's teams is as follows:

- A.** **El Civics Standards:** Identify what an adult needs to know and be able to do to demonstrate active civic engagement. Additionally, this team will align these standards to existing AZ ELAA and ABE/ASE content standards. *(The work of this team will be piloted in adult education programs in FY2012. Pilots will be selected through a separate competitive application process in the Spring of 2011.)* (Work Timeline: October, 2010 to June, 2011).
- B.** **ELAA Teacher Standards:** Identify what adult education ELAA teachers need to know and be able to do to successfully teach ELAA students. Make recommendations to the state office concerning ELAA adult education teacher certification requirements. *(Note: This is the first team to build Arizona Adult Education Teacher Standards!)* (Work Timeline: October, 2010 to June, 2011.)
- C.** **Technology Standards Revision:** Identify what adults need to know and be able to do technologically to effectively participate in society and to transition successfully to post secondary education and/or the workforce. Revise the Arizona Adult Education Technology Plan. (Work Timeline: January, 2011 to December, 2011.)
- D.** **AZ Standards Alignment to Common Core and College Readiness:** *(It is anticipated that this work will require two phases as described below.)*

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**Phase 1: Gap Analysis:** Comprehensive analysis and alignment of Arizona Adult Education Standards to the Common Core Standards. (This work is currently under contract with the final report due to be completed in early autumn, 2010.)

**Phase 2: Standards Alignment to Common Core Team/s:** If the Gap Analysis indicates misalignment of the Arizona Adult Education Standards to the requirements for college and career readiness, then alignment team/s of adult educators and college developmental education teachers will be convened to bring the Arizona Adult Education Standards into the necessary alignment. The Gap Analysis Report and Standards Alignment Team Application (if applicable) will be made available in October, 2010. (Work Timelines: January, 2011 through December, 2011)

This is an invitation to Arizona Adult Educators to join in this seminal effort by participating on one of the FY2011 Standards Teams. In addition to impacting the future of Arizona Adult Education, you will receive professional development credit for all working meeting time. An application form accompanies this announcement and includes additional details about the work of each team. The deadline for submission of applications is close of business, Wednesday, September 15, 2010.

I encourage every adult educator to consider participating in this wonderful professional development activity!



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## Arizona Adult Education FY 2011 State Leadership Team Application

The Arizona Department of Education/Adult Education Services is soliciting applications for three state leadership teams for program year 2010-2011.

Teams will convene for 2-day meetings to be held three-four times during the program year for a total of 6-8 days. Teams will also collaborate on-line using various technology tools during the course of the year. Individual team members will be responsible for preparation and work outside of meeting dates. Selected team members will earn professional development hours for team meetings.

The State office will be responsible for travel and lodging expenses for team members through state leadership funds. If needed, programs may allocate professional development funding to cover the expenses for substitute teachers for participating standards team members.

*Please indicate the team for which you are applying and complete the following application.*

☐ **EL Civics Standards Team**

A team of 6-12 AZ Adult Educators will work on expanding and updating the existing AZ Civics/ Citizenship Standards. Participants will identify what ELAA and ABE/ASE learners need to know and do to actively participate in society as effective citizens, taking into account the new Citizenship/ Naturalization test. The team will also be tasked with aligning these skills to the existing AZ Adult Education ELAA and ABE/ASE content standards. *(First meeting dates: October 12-13, 2010)*

☐ **English Language Acquisition for Adults (ELAA) Teacher Standards Team**

A team comprised of 8-12 AZ adult educators will be responsible for the development of ELAA teacher standards for AZ adult educators. These standards will address what adult education ELAA teachers need to know and be able to do to successfully teach ELAA students at all instructional levels. This team will also be responsible for making recommendations to the State office on teacher certification requirements. *(First meeting dates: October 14-15, 2010)*

☐ **Technology Standards Revision**

A team of 8-12 Adult Educators will work on revising and updating the existing AZ Technology Standards which were introduced in 2005. Team members will identify what adult learners need to know and be able to do technologically to effectively participate in society and transition successfully from adult education to post secondary and/or the workforce. In addition to Standards revision, team members will revise the *Adult Education Technology Plan* to align with the newly revised Technology Standards. *(First meeting dates: October 14-15, 2010)*

**Applicant Name** \_\_\_\_\_

**Adult Education Program** \_\_\_\_\_

**Job Title** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Work Phone (      )** \_\_\_\_\_ **Work Fax (      )** \_\_\_\_\_

**Home Phone (      )** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Direct Supervisor Name** \_\_\_\_\_

**Direct Supervisor Job Title** \_\_\_\_\_

- 1.** Please list your undergraduate and/or graduate degrees, current administrator and/or teacher certificates, and endorsements.

<b>a</b>	<b>Undergraduate</b>	
<b>b</b>	<b>Graduate</b>	
<b>c</b>	<b>Certification(s)</b>	
<b>b</b>	<b>Endorsement(s)</b>	

- 2.** Describe your educational background and/or formal experience in second language acquisition or civics education.

- 3.** Describe your professional experience and its relevance to the team you've selected.

- 4.** Why do you want to participate on this team?

- 5.** Have you participated on a previous AES Standards and/or Assessment team?  
If yes, in what capacity?

6. Describe any additional skills, knowledge and abilities you have that will benefit Arizona's adult education system and the team for which you are applying.
7. How many years have you been employed as an:

		YEARS
a.	Adult Education Program Administrator in Arizona	
b.	ABE/ASE Instructor	
c.	ELAA Instructor	
d.	OTHER (K-12, Community College, etc.)	

*All applications must have the following statement signed by your Supervisor in order to be considered.*

\_\_\_\_\_ has my approval to participate on a 2010-2011 State Leadership Team. If accepted on the Team, I agree to support his/her participation to successfully complete the requirements for the Team.

Supervisor's Name \_\_\_\_\_

Job Title \_\_\_\_\_

Email Address \_\_\_\_\_

► Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

► **APPLICATION DEADLINE:** Completed applications must be received by **Friday, September 10, 2010 @ 4:30 p.m.**

ELAA Teacher Standards Team	EL Civics Standards Team
<b>ATTN: Beverly Wilson</b> Professional Learning Manager Arizona Department of Education Adult Education Services Phone: (602) 364-2728 <b>FAX: (602) 364-4977</b>	<b>ATTN: Ginny Seltenright</b> Education Program Specialist Arizona Department of Education Adult Education Services Phone: (602) 364-2821 <b>FAX: (602) 364-4977</b>

Technology Standards Team
<b>ATTN: Sheryl Hart</b> Educational Technology Manager Arizona Department of Education Adult Education Services Phone: (602) 364-2707 <b>FAX: (602) 364-4977</b>